

**TRINITY COUNTY
BOARD OF SUPERVISORS**
Trinity County Library
Conference Room
351 Main Street
Weaverville, CA

MEETING AGENDA
September 19, 2023

Chairman
Supervisor Jill Cox - District 2

Vice-Chairman
Supervisor Ric Leutwyler - District 1

Supervisor Liam Gogan - District 3
Supervisor Heidi Carpenter-Harris - District 4
Supervisor Dan Frasier - District 5

Trent Tuthill - County Administrative Officer
Margaret E. Long - County Counsel
Ashley Piker - Deputy Clerk of the Board

The Trinity County Board of Supervisors welcomes you to its meetings which are regularly scheduled for the first and third Tuesday of each month, unless altered to accommodate a holiday, starting at 9:00 a.m. at 351 Main Street, Weaverville, California.

This Board Agenda contains a brief, general description of each item to be considered. Supporting documentation is available online at www.trinitycounty.org, at the County Administrative Office located at 11 Court Street, Room 230, Weaverville, CA, during normal business hours, and in the Public Packet at the rear of the Board Chambers during the meeting.

If you would like to receive notification via email that the agenda has been posted, please send your request to clerkoftheboard@trinitycounty.org.

Members of the public wishing to present documents to the Board of Supervisors during the meeting must submit ten (10) copies to the Deputy Clerk of the Board.

During the meeting the Trinity County Board of Supervisors may take action sitting as the Board of Supervisors and as the governing body of: The Trinity County Transportation Commission, the In-Home Supportive Services Authority, the Consolidated Transit Services Agency, the Trinity County Board of Equalization, the Trinity County Housing Authority and the Solid Waste Local Task Force.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the Deputy Board Clerk at the County Administrative Office three (3) full business days prior to the meeting at (530) 623-1382 or clerkoftheboard@trinitycounty.org.

ZOOM INFORMATION

Join Zoom Meeting

<https://zoom.us/j/5950072851?pwd=RHp6TDhNajNJMVJHZFJIRmhacmJjUT09>

Meeting ID: 595 007 2851

Passcode: 267684

Dial In:

1 (669) 900-6833

Phone Commands: *6 Mute/Unmute; *9 Raise Hand

If you need assistance with Zoom please go to this website:

<https://support.zoom.us/hc/en-us/articles/201362283-Testing-computer-or-device-audio>

Just a reminder that the chat feature is not the appropriate forum to ask questions or provide comments. This chat should only be used to notify us of technical issues. No response will be given in acknowledgement or otherwise via the Zoom chat.

Public Comment given via Zoom can only be done audibly (not via chat), and you must either "Raise Your Hand" or use the chat to request your turn.

9:00 AM

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

PRESENTATIONS

Clerk of the Board

1.1 Receive a presentation regarding Local Child Care/ Kids Count.
No fiscal impact.

1.2 Receive a presentation from the Watershed Research and Training Center regarding their volunteer trash clean up day on September 23, 2023.
No fiscal impact.

PUBLIC COMMENT

This time is for information from the public on matters not appearing on this agenda or within the Consent Calendar. All comments are limited to three minutes and must pertain to matters within the jurisdiction of this Board. When addressing the Board please state your name for the record and address the Board as a whole through the Chair. No action or discussion will be conducted on matters not listed on the agenda, however, the Chair may refer the subject matter to the appropriate department for follow-up or schedule the matter on a subsequent Board Agenda.

REPORTS/ANNOUNCEMENTS

- 2.1 I. Report from Department Heads
- II. Report from County Administrative Officer
- III. Reports from Members of the Board of Supervisors
- IV. Reports from Ad Hoc:
 - A. Trinity County Water
 - B. Cannabis Ordinance
 - C. Economic Development

CONSENT CALENDAR

These items include routine, non-controversial matters and will be acted upon by the Board by one, roll-call motion. If a member of the public has any questions or comments on an item on the consent calendar, they may provide them now. A member of the Board or Staff may request an item be pulled and considered separately.

Clerk of the Board

- 3.1 Approve the regular meeting minutes of March 7 and 21, 2023 and special meeting minutes of March 17, 2023 as submitted by the clerk.
No fiscal impact.
- 3.2 Adopt a resolution which supports the Trinity High School Homecoming Parade.
No fiscal impact.

Health and Human Services

- 3.3 Approve an agreement with the California Office of Traffic Safety (OTS) to provide funding for the continued operation of Trinity County's Passenger Safety Program.
No impact to the General Fund; revenue up to \$56,463 for HHS Public Health Branch.
- 3.4 Approve an agreement with Evident Change to provide digital monitoring services for Child Welfare client service delivery activities for five (5) years.
No impact to the General Fund; up to \$83,044.62 from Health and Human Services' budget
- 3.5 Adopt a resolution which removes from Office of Emergency Services Capital Asset Inventory listing: Asset ID# 13542 and 13543, two (2) HazCat 2.0 Pro.
No impact to the General Fund.

Planning and Zoning

- 3.6 Approve amendment no. 2 to the agreement with SHN Consulting Engineers, Inc. extending term to September 30, 2024 and updating exhibits A & B to provide staff support for processing land use projects and the County's Surface Mine and Reclamation Act (SMARA) program.
Up to \$100,000 from Cannabis and Planning funds depending on the project assigned.

Transportation

- 3.7 Approve amendment no. 2 to the agreement with Quincy Engineering Inc. changing

the name to Consor North America, Inc., adding the Phase 2 scope of work, increasing the total amount by \$169,588.16, and extending the term of the agreement to December 31, 2025 for engineering services to replace the Middle Weaver Creek Bridge on Lorenz Road.

No impact to the General Fund; up to \$525,206.77 funded by the Highway Bridge Program.

- 3.8** Approve an agreement with the Ford Aviation & Associates LLC to administer the grant writing, administration and coordination for FAA and Caltrans Division of Aeronautics requirements for Trinity County Airports.

No impact to the General Fund; up to \$50,000 from OWP and Airport funds.

COUNTY MATTERS

These items include non-routine, or controversial matters and are listed alphabetically by department. A member of the Board, Staff or public may request that an item be heard out of order.

Board of Supervisors

- 4.1** Adopt a resolution which approves Department of Transportation to plow the driveways of Trinity County Volunteer Fire Departments.

No fiscal impact.

- 4.2** Introduce and waive the reading of an ordinance amending Trinity County Code Section 8.44.020 pertaining to General Regulations.

No fiscal impact.

Clerk of the Board

- 4.3** Select proposals for the 45 day public comment period pursuant to Title III Secure Rural Schools and Community Self-Determination Act of 2000.

No fiscal impact.

County Administrative Office

- 4.4** Approve a policy entitled "Trinity County Seal / Logo" to authorize the County Administrative Officer to approve the use of the County Seal or Logo by non county entities and/or the public.

No fiscal impact.

Human Resources

- 4.5** Take the following action for the Building and Planning Department effective on September 19, 2023.

1. Rename the Building and Planning Department to Community Development Department.
2. Approve the job descriptions, set salary ranges, and add to the alphabetical listing of classifications the following classifications: Deputy Director of Community Development Department at range M252, Building Official/Division Director at range M240, Cannabis Division Director at range M240, Environmental Health Division Director at range M240, Planning Division Director at range M240, Natural Resources Division

Director at range M240, and Senior Building Inspector at range G216.

3. Approve amended job descriptions for the following classifications: Building Inspector I, Building Inspector II, Code Compliance Specialist I, Code Compliance Specialist II, Code Compliance Specialist Lead, Assistant Planner, Associate Planner, Environmental Health Technician I/II, Environmental Health Specialist I, Environmental Health Specialist II, and Environmental Health Specialist III.
4. Approve amended job description for the following classification, and modify the salary range on the county's alphabetical listing of classifications: Senior Planner at range G216.
5. Modify the department's allocation list by:
 - Renaming the Building and Planning Department to Community Development Department;
 - Renaming the department's divisions to: Building Division, Cannabis Division, Environmental Health Division, Planning Division, and adding Natural Resources Division;
 - Replace one (1) Deputy Director of Planning with one (1) Deputy Director of Community Development Department;
 - In Building Division, add the classification and one (1) allocation of Building Official/Division Director and replace one (1) Building Inspector III classification with one (1) Senior Building Inspector;
 - In the Cannabis Division, replace one (1) Division Director classification with one (1) Cannabis Division Director Classification;
 - In Environmental Health Division, replace one (1) Environmental Health Director classification with one (1) Environmental Health Division Director;
 - In the Planning Department, add one (1) Planning Division Director allocation, and decrease one (1) allocation from Assistant Planner/Associate Planner/ Senior Planner allocations decreasing from three (3) to two (2);
 - In the Natural Resources Division, add the classification and one (1) allocation of a Natural Resource Division Director;
 - Therefore, increasing their total department allocations from 30 to 32.
6. Pursuant to Trinity County Code Section 2.60.360, reclassify Employee ID No. 02212 from an Environmental Health Director to an Environmental Health Division Director at Step C; reclassify Employee ID No. 02244 from Building Inspector III to a Senior Building Inspector at Step E; reclassify Employee ID No. 03087 from Division Director to a Cannabis Division Director at Step B; and
7. Delete the following classification from the Alphabetical Listing of Classifications; Deputy Director of Planning, Chief Building Inspector/Building Inspector IV, Division Director, Environmental Health Director, Building Inspector III and Principal Planner.

Approximate cost in salary and benefits per month for an Environmental Health Director at range M221 F step is \$14,649 and for an Environmental Health Division Director at range M240 C step is \$15,242. Approximate cost in salary and benefits per month for a Building Inspector III at range M218 A step is \$11,395 and for a Senior Building Inspector at range G216 E step is \$11,672. Approximate cost in salary and benefits per month for a Division Director at range M240 B step is \$14,567 and for a Cannabis Division Director at

range M240 B step is \$14,567. Approximate cost in salary and benefits per month for a Planning Division Director at range M240 A step is \$13,924. Approximate cost in salary and benefits per month for a Natural Resources Division Director at range M240 A step is \$13,924. Approximate cost in salary and benefits per month for a Senior Planner at range M218 A step is \$11,395 and at range G216 A step is \$9,767.

CLOSED SESSION

- 5.1** Government Code Section 54954.5(b) - Conference with Real Property Negotiators
Address: 430 Morgan Hill, Hayfork, CA
Agency Negotiator: Trent Tuthill and Margaret Long
Negotiating party: TBD
Under Negotiation: Price and Terms of Sale/Payment
- 5.2** Government Code Section 54954.5(e) - Public Employee Evaluation: County Administrative Officer

ADJOURN